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FOR ACTION

PROVISIONAL ANNOTATED AGENDA AND ORGANIZATION OF WORK

For the Executive Board session to be held at United Nations Headquarters from 15 to 26 June 1992

SUMMARY

This document contains the provisional annotated agenda for the 1992 regular session of the Executive Board. The annexes provide: (a) the provisional annotated agenda for the Programme Committee; and (b) the provisional annotated agenda for the Committee on Administration and Finance.

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ORGANIZATION OF WORK

The general debate, which commences with statements by the Chairman of the Executive Board and the Executive Director, is scheduled to occupy the first two days of the session. The Executive Director's response will be delivered on the morning of the fourth day. In accordance with the desire expressed by Board members in the past, policy papers will be reviewed in the course of the general debate, when general observations on the major policy, reporting and planning documents are invited.

Delegations are reminded that Executive Board decision 1987/1 sets a time limit of 10 minutes for statements by delegations and stipulates that all meetings should begin promptly. It is anticipated that delegations will make only one major intervention in the general debate, while reserving more detailed observations on major issues for other agenda items during the meetings of the Programme Committee and the Committee on Administration and Finance. The latter both meet as committees of the whole. It is expected that the Programme Committee will meet from 17 to 23 June and that the Committee on Administration and Finance will meet from 23 to 25 June. In keeping with Executive Board decision 1989/1, interventions in the committees should be as brief as possible, not exceeding seven minutes, to allow for a true dialogue.

Time has been allocated for drafting sessions to negotiate, when necessary, draft recommendations emanating from policy papers or from the floor. Delegations are reminded of the following procedures, as decided by the Executive Board, governing the submission and consideration of draft proposals additional to those contained in the documentation: (a) the Chairman of the Board and/or the chairmen of the committees shall announce deadlines for submission of draft proposals to ensure sufficient time for translation and negotiations, bearing in mind the 24-hour rule; (b) deadlines for submission of draft proposals under each agenda item should be announced during the first days of each regular session of the Executive Board in order to enable delegations to prepare draft proposals in a timely manner; (c) to the extent possible, deadlines for draft proposals should be set in connection with the discussion of the relevant agenda item but no later than two days before the end of the session; and (d) the Chairman of the Board and/or the chairmen of the committees will send proposals that do not enjoy consensus and, therefore, require more thorough examination, to open-ended drafting sessions.

The recommendations of the two committees that require Executive Board approval will be presented to the plenary on the last day of the session in brief oral statements by the respective chairmen. The chairmen of the Board and its committees will then present to the plenary for approval the results on draft resolutions and decisions that are not contained in the committee statements.

Prior to the closure of the session, the secretariat will endeavour to circulate draft reports of the proceedings of the committees. Executive Board members will be invited to submit their comments, if any, in writing to the Office of the Secretary of the Executive Board within two weeks, after which the reports will be included in the report of the Executive Board.

PROVISIONAL ANNOTATED AGENDA

1. Adoption of the agenda

Introductory statements will be made by the Chairman of the Executive Board and the Executive Director.

UNICEF has a biennial budget cycle and 1992 is not a budgetary year.

2. General debate

As a basis for the debate, the Executive Board will have before it, inter alia, the following documents:

Document subject	E/ICEF/1992/
Report of the Executive Director	2 (Parts I and II)
Medium-term plan, 1992-1995	3
Supply operations	4
Summit Declaration and Plan of Action	12
UNICEF strategy for Africa	L.4
UNICEF policy on women including the girl child	L.5
Bamako Initiative	L.6
UNICEF health policies and strategies	L.7
Education for development	L.8
Report on evaluation	L.9
Reorganization of global funds	L.10
Acquired immune deficiency syndrome	L.11
Acute respiratory infections	L.12
Programme activities in family planning	L.13

Document subject	E/ICEF/1992/
Joint Committee on Health Policy (JCHP) report	L.18
Executive Director's note on JCHP report	L.19
Joint Committee on Education (JCE) report	L.20
Executive Director's note on JCE report	L.21
Bamako Initiative evaluation	L.22
Executive Director's note on Bamako evaluation	L.23
Report to United Nations Board of Auditors and the Advisory Committee on Administrative and Budgetary Questions (ACABQ)	AB/L.3
Financial report and statements	AB/L.7
Structure and format of budget documents:	
Proposed format for global funds programme budgets	AB/L.1
Financial medium-term plan	AB/L.12
Income projections	AB/L.13
Proposed tables and annexes in administrative budget	AB/L.14
Criteria for core versus project posts	AB/L.15
Job classification system	AB/L.16
Country programme recommendation	AB/L.17
ACABQ report on budget formats	AB/L.18

A compilation of summaries of major policy documents is contained in document E/ICEF/1992/L.16. The attention of delegations is also drawn to the State of the World's Children Report, 1992 and the 1992 UNICEF annual report, which contain useful background information, as well as to a recently completed handbook on the Executive Board which describes the evolution, functions and working procedure of the Board (E/ICEF/EXBOARD).

3. Statements by the chairmen of the Programme Committee and the Committee on Administration and Finance

The recommendations of the Programme Committee and the Committee on Administration and Finance requiring Executive Board approval will be presented to the plenary session in brief statements by the respective committee chairmen.

4. Adoption of resolutions and decisions

The chairmen of the Executive Board and its committees will present to the plenary the results of negotiations on draft resolutions and decisions that are not included in committee statements.

5. Preparation for future sessions and review of documentation

Under this sub-item, members can make observations and suggestions regarding substantive matters proposed for the 1993 and subsequent sessions and on the conduct of business at the 1993 session. Within this context, Board members will have before them document E/ICEF/1992/CRP.5 which contains proposals of the Chairman related to streamlining the work and procedures of the Board.

6. Other business

7. Concluding remarks

Concluding remarks will be made by the Executive Director and the Chairman of the Executive Board.

8. Organizational session to elect officers

After the concluding remarks, the Executive Board, with its composition as at 1 August 1992, will resume its session to elect the officers of the Board for the period 1 August 1992 to 31 July 1993 and the UNICEF representatives on the UNICEF/WHO Joint Committee on Health Policy (JCHP). A background note for the session will be issued as document E/ICEF/1992/L.24. Information on Executive Board membership for 1 August 1992 to 31 July 1993 will be issued in document E/ICEF/1992/L.24/Add.1 immediately following election of new Board members by the Economic and Social Council.

Suggested timetable and order of business for Executive Board and committee sessions, 15-26 June 1992

		MONDAY, 15 JUNE
10 a.m.-1 p.m.	Item 1:	Adoption of the agenda
	Item 2:	General debate
3 p.m.-6 p.m.	Item 2:	General debate (continued)
		TUESDAY, 16 JUNE
10 a.m.-1 p.m.	Item 2:	General debate (continued)
3 p.m.-6 p.m.	Item 2:	General debate (continued)
6.15 p.m.-9 p.m.	Item 2:	General debate (concluded)
		WEDNESDAY, 17 JUNE
10 a.m.-1 p.m.		Programme Committee
3 p.m.-6 p.m.		Programme Committee (continued)
6.15 p.m.-9 p.m.		Programme Committee (continued)
		THURSDAY, 18 JUNE
10 a.m.-11 a.m.		Executive Director's response to general debate
		***
11 a.m.-1 p.m.		Programme Committee (continued)
3 p.m.-6 p.m.		Programme Committee (continued)
6.15 p.m.-9 p.m.		Drafting session I a/
		FRIDAY, 19 JUNE
10 a.m.-1 p.m.		Programme Committee (continued)
3 p.m.-6 p.m.		Programme Committee (continued)
6.15 p.m.-9 p.m.		Programme Committee (continued)
		Drafting session II a/

	MONDAY, 22 JUNE
10 a.m.-1 p.m.	Programme Committee (continued)
3 p.m.-6 p.m.	Programme Committee (continued)
6.15 p.m.-9 p.m.	Drafting session III a/
	TUESDAY, 23 JUNE
10 a.m.-12 p.m.	Programme Committee (concluded)
12 p.m.-1 p.m.	Committee on Administration and Finance
3 p.m.-6 p.m.	Committee on Administration and Finance (continued)
6.15 p.m.-9 p.m.	Drafting session IV a/
	WEDNESDAY, 24 JUNE
10 a.m.-1 p.m.	Committee on Administration and Finance (continued)
3 p.m.-6 p.m.	Committee on Administration and Finance (continued)
6.15 p.m.-9 p.m.	Committee on Administration and Finance (continued)
	Drafting session V a/
	THURSDAY, 25 JUNE
10 a.m.-1 p.m.	Committee on Administration and Finance (continued)
3 p.m.-6 p.m.	Committee on Administration and Finance (continued)
6.15 p.m.-9 p.m.	Committee on Administration and Finance (concluded)

		FRIDAY, 26 JUNE
10 a.m.-1 p.m.	Item 3:	Statements by the chairmen of the Programme Committee and the Committee on Administration and Finance
	Item 4:	Adoption of resolutions and decisions
3 p.m.-6 p.m.	Item 5:	Preparation for future sessions and review of documentation
	Item 6:	Other business
	Item 7:	Concluding remarks by the Executive Director and the Chairman of the Executive Board
6.15 p.m.-7 p.m.	Item 8:	Organizational session to elect new Board officers

a/ In accordance with Executive Board decision 1990/1, drafting sessions will be held at night or in parallel with regular sessions of the Programme Committee and/or the Committee on Administration and Finance, as required.

Annex I

PROVISIONAL ANNOTATED AGENDA FOR THE PROGRAMME COMMITTEE, 17-23 JUNE 1992

1. Adoption of the agenda

2. Medium-term plan, 1992-1995

Programme objectives
[for review and Board approval]

The medium-term plan (E/ICEF/1992/3) sets out UNICEF programme priorities, as well as planned activities and approaches.

3. Analysis of the follow-up to the Summit Declaration and Plan of Action
[for review]

As requested at the 1991 Executive Board session (decision 1991/10), a report on the analysis of the follow-up to the Summit Declaration and Plan of Action (E/ICEF/1992/12) is submitted to the Executive Board for review.

4. Reorganization and consolidation of global funds
[for review and Board approval]

In response to Executive Board decision 1991/17, a paper on the "Reorganization and consolidation of global funds" (E/ICEF/1992/L.10) describes how global funds will be reorganized and consolidated, the criteria for establishing new global funds and the interim arrangements until the next biennium of 1994-1995 is submitted to the 1992 session for review and Board approval.

5. Proposals for UNICEF cooperation and programme reviews
[for review and Board approval]

Some 37 country programme proposals for UNICEF cooperation, among other submissions, will be submitted to the Board for approval. As requested during the 1986 Executive Board session, in-depth presentations will be made of one or two country programme recommendations in each region. UNICEF cooperation will cover:

(a) Asia:

(i) East Asia and the Pacific;

(ii) South Asia;

(b) Africa:

(i) West and Central Africa;

(ii) Eastern and Southern Africa;

(c) Middle East and North Africa;

(d) The Americas and the Caribbean;

(e) Interregional and others, including Central and Eastern Europe and the Commonwealth of Independent States.

As has been the practice since 1988, in order to gain time for the consideration of programmes and programme policy, the reports of the regional directors will be taken as read, rather than presented verbally. Following the country presentations, however, the regional directors will make brief statements setting the new country programme recommendations in the regional context. There will also be opportunities, outside the scheduled meetings of the Executive Board, for interested Board members to have informal discussions with the regional directors and other field staff present. In addition, informal meetings on the topics of particular interest to the Board will be scheduled between 9 a.m. and 10 a.m. during the session.

Individual country programme recommendations and regional, subregional and interregional recommendations are issued in documents E/ICEF/1992/P/L.3-E/ICEF/1992/P/L.42. The summary of 1992 recommendations for general resources and supplementary funding programmes (known informally as the "round-up" paper) is contained in document E/ICEF/1992/P/L.2 and Add.1. The report on the use of global funds, including the interregional fund for programme preparation, promotion and evaluation is contained in document E/ICEF/1992/P/L.43 and the report on the use of general resources for projects approved for supplementary funding is contained in document E/ICEF/1992/P/L.44. The proposals on participation in the children's vaccine initiative (E/ICEF/1992/P/L.46) and on global funds for the interim period 1992-1993 in areas where they have expired (E/ICEF/1992/L.10) will also be considered during the discussions on global and interregional programmes.

6. Emergency operations
[for review]

Report on emergency operations (E/ICEF/1992/11); report of the Executive Director (E/ICEF/1992/2 (Parts I and II)); regional reports (E/ICEF/1992/5-E/ICEF/1992/10); and the "round-up" (E/ICEF/1992/P/L.2 and Add.1).

7. Women in development, including the situation of the girl child
[for review]

As requested by the Executive Board at its 1991 session, a progress report on achievements made in the implementation of UNICEF policy on women in development including the situation of the girl child is submitted to the 1992 session for review (E/ICEF/1992/L.5).

8. UNICEF strategy for Africa
[for review]

In accordance with Executive Board decision 1991/13, a strategy paper on how UNICEF intends to operationalize its priority attention to Africa is presented to the Executive Board for review (E/ICEF/1992/L.4).

9. Bamako Initiative
[for review]

At its 1991 session, the Executive Board requested the Executive Director to report on the implementation of decision 1991/18 on the Bamako Initiative, particularly in relation to issues of sustainability and capacity-building. This is contained in document E/ICEF/1992/L.6, which reports on progress achieved in 1992, including an analysis of country experiences and issues. In addition, document E/ICEF/1991/L.22 summarizes the evaluation of the Bamako Initiative sponsored by the United Kingdom Overseas Development Administration with the association of the Danish International Development Agency, the Norwegian Agency for International Development, the Swedish International Development Authority, the World Health Organization (WHO) and UNICEF. The Executive Director's note on the evaluation is contained in document E/ICEF/1992/L.23.

10. UNICEF health policies and strategies: sustainability, integration and national capacity-building
[for review]

In its decision 1991/11, the Executive Board requested the Executive Director to report on the extent to which UNICEF programmes support and strengthen national integrated health care system. This report is contained in document E/ICEF/1992/L.7.

11. Report on overall progress and results achieved in evaluation
[for review and Board approval]

The Executive Board at its 1991 session requested a report on the overall progress and results achieved in evaluation since 1984 (E/ICEF/1992/L.9).

12. Education for development
[for review and Board approval]

The report on education for development is contained in document E/ICEF/1991/L.8.

13. Acquired immune deficiency syndrome (AIDS)
[for review and Board approval]

In its decision 1991/23, the Executive Board requested the Executive Director to report on the implementation of the strategy developed with WHO to combat the spread of AIDS and on progress achieved. A comprehensive review was made of the experiences to date and based on the analysis and synthesis of these experiences, an operational strategy for human immunodeficiency virus (HIV)/AIDS prevention is contained in document E/ICEF/1992/L.11.

14. Acute respiratory infections
[for review and Board approval]

The paper prepared in response to Executive Board decision 1990/20 reviews the experience of UNICEF support to activities designed to control acute respiratory infections (ARI) and outlines basic control strategies for the 1990s. It is submitted to the Executive Board for review and endorsement (E/ICEF/1992/L.12).

15. Collaborative programme activities in family planning
[for review]

The joint report with the United Nations Population Fund (UNFPA) and other organizations on collaborative programme activities in family planning is submitted in document E/ICEF/1992/L.13.

16. UNICEF/WHO Joint Committee on Health Policy
[for review and Board approval]

The report of the meeting of the UNICEF/WHO Joint Committee on Health Policy, held at Geneva on 30 and 31 January 1992, is contained in document E/ICEF/1992/L.18 and the note by the Executive Director on the report is contained in document E/ICEF/1992/L.19.

17. Report of the UNESCO/UNICEF Joint Committee on Education
[for review and Board approval]

The report of the UNESCO/UNICEF Joint Committee on Education, held in Paris on 6 and 7 May 1992, is contained in document E/ICEF/1992/L.20 and the note by the Executive Director on the report is contained in document E/ICEF/1992/L.21.

18. Other business

Provisional timetable for the Programme Committee, 17-23 June 1992 a/

WEDNESDAY, 17 JUNE		
10 a.m.-11 a.m.	Item 1:	Adoption of the agenda (introductory remarks by the Deputy Executive Director, Programmes)
	Item 2:	Medium-term plan
11 a.m.-1 p.m.	Item 3:	Summit Declaration and Plan of Action
3 p.m.-4.15 p.m.	Item 4:	Reorganization and consolidation of global funds
4.15 p.m.-6 p.m.	Item 9: and Item 10:	Bamako Initiative UNICEF health policies and strategies
6.15 p.m.-7 p.m.	Item 9: and Item 10:	Bamako Initiative (concluded) UNICEF health policies and strategies (concluded)
7 p.m.-9 p.m.	Item 5 (b): and Item 8:	Programme reviews: Africa UNICEF strategy for Africa
THURSDAY, 18 JUNE		
10 a.m.-11 a.m.		Executive Director's response to general debate
		*****
11 a.m.-12 p.m.	Item 5 (b): and Item 8:	Programme reviews: Africa (concluded) UNICEF strategy for Africa (concluded)
12 p.m.-1 p.m.	Item 5 (d):	Programme reviews: The Americas and the Caribbean
3 p.m.-4 p.m.	Item 5 (d):	The Americas and the Caribbean (concluded)
4 p.m.-6 p.m.	Item 5 (a):	Programme reviews: Asia
6.15 p.m.-9 p.m.		Drafting session I
FRIDAY, 19 JUNE		
10 a.m.-11 a.m.	Item 5 (a):	Programme reviews: Asia (concluded)
11 a.m.-1 p.m.	Item 5 (c):	Programme reviews: Middle East and North Africa
3 p.m.-6 p.m.	Item 5 (e):	Interregional and others, including Central and Eastern Europe and the Commonwealth of Independent States
6.15 p.m.-8 p.m.	Item 5 (e):	Interregional and others, including Central and Eastern Europe and the Commonwealth of Independent States (concluded)
8 p.m.-9 p.m	Item 6:	Emergency operations
		Drafting session II

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		MONDAY, 22 JUNE
10 a.m.-12 p.m.	Item 7:	Women in development including the girl child
12 p.m.-1 p.m.	Item 11:	Progress and results achieved in evaluation
3 p.m.-4 p.m.	Item 12:	Education for development
4 p.m.-5 p.m.	Item 13:	Acquired immune deficiency syndrome (AIDS)
	Item 14:	Acute respiratory infections
5 p.m.-6 p.m.	Item 15:	Collaborative programme activities in family planning
6.15 p.m.-9 p.m.		Drafting session III
		TUESDAY, 23 JUNE
10 a.m.-10.45 a.m.	Item 16:	Report of the UNICEF/WHO Joint Committee on Health Policy
10.45 a.m.-11.30 a.m.	Item 17:	Report of the UNESCO/UNICEF Joint Committee on Education
11.30 a.m.-12 p.m.	Item 18:	Other business
		*****
12 p.m.-1 p.m.		Committee on Administration and Finance
3 p.m.-6 p.m.		Committee on Administration and Finance (continued)
6.15 p.m.-9 p.m.		Drafting session IV

a/ In accordance with Executive Board decision 1989/1, interventions should be as brief as possible, not exceeding seven minutes, to allow for a true dialogue.

Annex II

PROVISIONAL ANNOTATED AGENDA FOR THE COMMITTEE ON ADMINISTRATION AND FINANCE, 23-25 JUNE 1992

1. Adoption of the agenda

2. Financial plan, 1992-1995
[for review and Board approval]

The medium-term plan (E/ICEF/1992/3) contains the financial plan for the period 1992-1995 for the Committee's consideration.

3. Financial reports
[for review and noting]

These reports include:

(a) Financial report and statements for the biennium ended 31 December 1991 (E/ICEF/1992/AB/L.7);

(b) Report to the United Nations Board of Auditors and ACABQ regarding specific measures taken to implement previous recommendations of the Board of Auditors (E/ICEF/1992/AB/L.3);

(c) Review of expenditures in excess of commitments and unspent commitments for completed projects financed by supplementary funds (E/ICEF/1992/AB/L.11).

4. Office space strategy for central headquarters
[for review and Board approval]

In its decision 1991/27, the Executive Board requested the Executive Director to submit a proposal for a cost-effective, long-term office space strategy for central headquarters (E/ICEF/1992/AB/L.9).

5. Recommendations of the Executive Director based on the work of the Reference Group on the structure and format of budget documents
[for review and Board approval]

In its decision 1991/30, the Executive Board requested the Executive Director to submit through ACABQ the results of the in-depth study and analysis on the structure and format of budget documents.

Based on the work of the Executive Board Reference Group, the following documents are submitted to the Board for review and approval: (a) proposed format for future global funds programme budgets (E/ICEF/1992/AB/L.1); (b) structure and format of financial medium-term plan (E/ICEF/1992/AB/L.12); (c) structure and format of income projections (E/ICEF/1992/AB/L.13);

(d) revised and proposed tables and annexes in the administrative budget (E/ICEF/1992/AB/L.14); (e) criteria for core versus project posts (E/ICEF/1992/AB/L.15); (f) review of UNICEF job classification system (E/ICEF/1992/AB/L.16); and (g) budget format for country programme recommendations (E/ICEF/1992/AB/L.17). The report of ACABQ on all of the above is contained in document E/ICEF/1992/AB/L.18.

In addition, the report on the "Reorganization and consolidation of global funds" (E/ICEF/1992/L.10), which is discussed under agenda item 4 in the Programme Committee, provides information on how the global funds will be reorganized and consolidated using the proposed budget format.

6. Review of the 6 per cent surcharge to supplementary funds
[for review and Board approval]

In its decision 1991/29, the Executive Board requested the Executive Director, inter alia, to provide the Board at its 1992 session with a review of the 6 per cent surcharge to supplementary funds. This review is contained in document E/ICEF/1992/AB/L.8.

7. UNICEF staffing
[for review]

The annual report on the composition of all international Professional core staff and international Project staff by title, grade, duty station and nationality as of 1 January 1992 is contained in document E/ICEF/1992/AB/L.2.

8. Outline of a mandate setting possible scope of a review of administrative and management structure at UNICEF headquarters
[for review and Board approval]

The Executive Board in its decision 1991/31 decided to consider at its 1992 session the need for review of the administrative and management structure at UNICEF headquarters and requested the Executive Director to present an outline of a mandate setting out the possible scope of such a review (E/ICEF/1992/AB/L.10).

9. Greeting Card Operation 1992 work plan and proposed budget
[for review and Board approval]

The GCO 1992 work plan and proposed budget are contained in document E/ICEF/1992/AB/L.6, along with a draft recommendation for the Committee's consideration.

10. Greeting Card Operation financial reports
[for review and noting]

Major documents for this item are the GCO financial report for the 1990/91 season (E/ICEF/1992/AB/L.5) and the GCO provisional report of the 1991 season (E/ICEF/1992/AB/L.4).

11. Other business

Provisional timetable for the Committee on Administration and Finance, 23-25 June 1992 a/

		TUESDAY, 23 JUNE
12 p.m.-1 p.m.	Item 1:	Adoption of the agenda (introductory remarks by the Deputy Executive Director, Operations)
3 p.m.-6 p.m.	Item 2:	Financial plan, 1992-1995
	Item 3:	Financial reports
6.15 p.m.-9 p.m.		Drafting session IV
		WEDNESDAY, 24 JUNE
10 a.m.-12 p.m.	Item 4:	Office space strategy for central headquarters
12 p.m.-1 p.m.	Item 5: and Item 6:	Structure and format of budget documents Review of 6 per cent surcharge to supplementary funds
3 p.m.-6 p.m.	Item 5: and Item 6:	Structure and format of budget documents Review of 6 per cent surcharge to supplementary funds (concluded)
6.15 p.m.-7.15 p.m.	Item 8:	Review of administrative and management structure of UNICEF headquarters
7.15 p.m.-9 p.m.		Drafting session V
		THURSDAY, 25 JUNE
10 a.m.-12 p.m.		Administration response to agenda items 2-6 and 8
12 p.m.-1 p.m.	Item 7:	UNICEF staffing
3 p.m.-6 p.m.	Item 9: and Item 10	Greeting Card Operation: 1992 work plan and proposed budget, and financial reports
6.15 p.m.-9 p.m.	Item 11:	Other business and administration response to agenda items 7, 9-10

a/ In accordance with Executive Board decision 1989/1, interventions should be as brief as possible, not exceeding seven minutes, to allow for a true dialogue.